

# **Quarterly Progress Report #2**

For the project entitled:

## **Automated Cost Recovery: A Feasibility Study**

*Reporting Period: January 1-March 31, 2007  
(Third Quarter of State Fiscal Year 2007)*

Submitted by:

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Submitted to:

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### **Task 0: Project Management**

Timelines and tasks were reviewed to ensure that the project remains within the budget and on schedule.

### **Task 1: Review Automated Cost Recovery Systems in the Transit Industry**

The literature review was being finalized toward the end of this quarter, and a write-up of the findings was beginning.

#### Action Items for next quarter:

- Finalize review and results.

### **Task 2: Review Current Applications in Montana**

Mailed surveys to 73 transportation providers and received 32 surveys as of April 10, 2007 (44% response rate).

#### Action Items for next quarter:

- Finalize clarification and analysis of survey responses, include write-up of data.
- Conference call with Northrop Grumman to discuss *Montana Access Card* technology and ability to leverage the card

### **Task 3: Conduct a Requirements Analysis**

(See information under Task 2).

#### Action Items for Next Quarter:

- See information under Task 2

### **Task 4: Review ADA Issues Related to Automated Cost Recovery Technologies**

Utilized some information from Literature Review for basis of issues regarding ADA issues.

#### Action Items for Next Quarter:

- Complete task, including interviews with various individuals regarding ADA issues with smart cards and other technologies.

### **Task 5: Develop a Cost/Benefit Analysis**

Began initial collection of information through literature review to assist with the task.

#### Action Items for Next Quarter:

- Continue with collecting information and begin to outline analysis.

### **Task 6: Create an Implementation Plan**

This task is scheduled to begin June 2007.

### Task 7: Draft and Final Report & Project Summary Report

Draft report to be sent for review by November 1, 2007

Final report and Project Summary Report to be completed by December 31, 2007

### Summary of Expenditures

Table 1 summarizes the expenditures on this project through March 31, 2007. Expenditures through the third quarter were just under \$5,000; leaving approximately \$101,000 for the remainder of the project.

**TABLE 1. Summary of Expenditures**

Budget Category	Budgeted Funds	Spent This Period	Total Total Spent	Total Remaining
Labor	\$46,157.00	\$3,188.68	\$4,024.48	\$42,132.52
Subcontract	\$39,600.00	\$0.00	\$0.00	\$39,600.00
Travel	\$2,375.00	\$64.13	\$141.73	\$2,233.27
Operations/Comm.	\$220.00	\$0.00	\$0.00	\$220.00
Indirect	\$17,748.00	\$650.57	\$833.25	\$16,914.75
<b>Totals</b>	\$106,100.00	\$3,903.38	\$4,999.46	\$101,100.54
MDT Funds	\$53,050.00	\$3,903.38	\$4,999.46	\$48,050.54
WTI Funds	\$53,050.00	\$0.00	\$0.00	\$53,050.00
<b>Totals</b>	\$106,100.00	\$3,903.38	\$4,999.46	\$101,100.54

### Project Schedule Summary

A summary of the project status is shown in Figure 1. As noted earlier, the project kick-off meeting was held on November 9, so most of the work on the project is ahead of us.

Activity/Task	Nov. 06	Dec. 06	Jan. 07	Feb. 07	Mar. 07	Apr. 07	May. 07	Jun. 07	Jul. 07	Aug. 07	Sep. 07	Oct. 07	Nov. 07	Dec. 07
Kick-off Mtg	■													
Task 1-1 State of Practice	■	■	■	■	■	■	■							
Task 1-2 Tech in MT	■	■	■	■	■	■	■							
Task 1-3 Req's Analysis	■	■	■	■	■	■	■							
Task 1-4 ADA Issues						■	■	■						
Task 1-5 Cost/ Benefit Analysis					■	■	■	■	■	■				
Task 1-6 Implementation Plan								■	■	■	■	■	■	
Task 1-7 Final Reports											■	■	■	
Task 2-0 Project Management	■	■	■	■	■	■	■	■	■	■	■	■	■	■
													MDT Review - Final Reports	

**FIGURE 1: Project Schedule with Completed Work**